

Hammond



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

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June 1, 2001

DAVID E. JANSSEN
Chief Administrative Officer

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Second District

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To: Supervisor Michael D. Antonovich, Mayor
Supervisor Gloria Molina
Supervisor Yvonne Brathwaite Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

From: David E. Janssen
Chief Administrative Officer

PARKS AND RECREATION - SUPPLEMENTAL AGREEMENT TO INCREASE ANNUAL CONTRACT AMOUNT (ITEM NO. 61, AGENDA OF JUNE 5, 2001)

This is to advise you that my office has approved the placement of the Department of Parks and Recreation's (DPR) request to authorize a supplemental agreement for 2000-01 to increase the contract amount by \$422,000 (including retroactive payment of expenditures) for Temporary Professional Staffing Services with Adecco/TAD Resources Technical (Adecco) and to extend the agreement from July 1, 2001 through September 30, 2001. Approval of the supplemental agreement will allow DPR to compensate Adecco for work performed from February 1, 2001 through June 30, 2001 for professional staff services secured on an as-needed basis to fulfill workload demands associated with capital improvement projects. Approval will also allow for the completion of the competitive resolicitation of these services by September 30, 2001.

The supplemental agreement amount is retroactive due to DPR's Capital Project Agency's technical staff turnover and the loss of five administrative staff. The turmoil resulting from the loss of key personnel resulted in the contract supplement and the competitive resolicitation process being significantly delayed. The need to approve these functions at this time is a direct result of the staffing loss.

The Department of Parks and Recreation has implemented corrective measures to avoid delays in completing similar transactions in the future. The department is tracking actual costs and contract expiration dates to ensure that this will not occur in the future.

If you have any questions, please call Glen Dragovich at (213) 974-1126.

DEJ:SB
GD:ljp

c: Executive Officer, Board of Supervisors
County Counsel
Department of Parks and Recreation